

**Historic Zoning Commission
Meeting Minutes
August 25, 2015**

The Historic Zoning Commission held a regularly scheduled meeting on August 25, 2015 at 5:00 p.m. in the Administrative Conference Room at the Municipal and Safety Building.

Members Present

Sam Fullen
Liz Biosca
Hal Hunter
Greg Cox
Toney Street
Sheila Cox

Members Absent

Tom Mozen

Staff Present

Matt Young

Others present

Dianna Cantler
C.W. Parker
Keith McCrary
Megan Hooten

Chairman S. Cox called the meeting to order at 5:05 p.m. and a quorum was present

The first item on the agenda was the approval of the agenda.

MOTION: Fullen To approve agenda as presented.

VOTE: Approved 5-0

Next on the agenda was notice of staff approval for CoA #2015- 151 for the installation of a sign on 519 West Pine Street.

Next on the agenda was the consideration of Certificate of Appropriateness #2015-152 for new air conditioning installation at 117 Spring St. The petitioner explained that the tenant at this location needed another air-conditioning unit due to the way the sun shone into the establishment in late afternoon. Discussion ensued regarding the request. Commissioner Street suggested using a pierced brick wall to hide the ground level unit rather than utilizing lattice.

MOTION: Street To deny the installation of a ground level air-conditioning unit as presented.

VOTE: Approved 5-0

Next on the agenda was the consideration of Certificate of Appropriateness #2015-153 for 414 South Roan Street, to renovate the front façade of the building. Discussion ensued as to the scope of the request. Commissioners asked about the specific size of the proposed flower boxes. The petitioner stated they would not impede the 5 foot travel isle on the sidewalk.

MOTION : Hunter To Approve plans as submitted for 414 South Roan Street façade renovations.

VOTE: Approved 5-0

Commissioner G. Cox enters

Next item on the agenda was the statement of intentions from the owner of 202 East Main Street for renovations made to the side of their building.

Next on the agenda was the consideration of changes made to the *Downtown Design Guidelines*. Commissioners agreed to table the consideration until September 8th when there will be a called workshop to work on the Guidelines. Topics for staff to address in the meantime were ghost sign language, the use of spray paint in the downtown, and possibly expanding the district.

MOTION: Fullen To Schedule a workshop for September 8th regarding the *Design Guidelines*.

VOTE: 6-0

The next item on the agenda was the consideration of the minutes of the regularly scheduled July 28, 2015 meeting.

MOTION: G. Cox To approve the minutes as submitted.

VOTE: Approved 6-0.

There being no other business, the meeting adjourned at 6:25 p.m.

APPROVED:

Sheila Cox, Chairman